

**MCCLELLAN-PALOMAR AIRPORT RENTAL CAR
DAY OF AND PRIOR TO PRE-PROPOSAL CONFERENCE
SEPTEMBER 10, 2008 QUESTIONS/ANSWERS**

QUESTIONS & ANSWERS DAY OF PRE-PROPOSAL CONFERENCE

Q: Most car rental companies have their own component inserts to accommodate their equipment; can you leave the counter open below without drawers or cabinets?

A: Yes, the County will leave the counters open below to accommodate each company's inserts. If selected operators do not have standard inserts, we will give them our provider's information if they want to order matching components for under the counter.

Q: Are there any plans to expand beyond two car rentals?

A: No, the County does not anticipate an expansion in the foreseeable future.

Q: The distance seems long and discouraging to get to your rental car, any options?

A: Yes, the County has designated a limited number of short-term, 20-minute parking spaces in the small parking area across in front of the terminal that may be used if operators wish to have cars delivered curbside, but these would not be available for vehicle storage.

Q: Will the County reconsider using subjective criteria in the RFP?

A: Based on comments received from multiple car rental companies, we are revising the RFP to rely more strongly on minimum standards and objective criteria. The revised RFP will be available on line on or before September 26, 2008.

Q: Can you get rid of the TERM bidding, just tell us whether it's 5 or 10 years?

A: The County was trying to provide some flexibility, but based on comments received by multiple companies, we plan to revise this to a set term.

Q: Is there a public advisory committee?

A: Yes, we have the Palomar Airport Advisory Committee, appointed by the County Board of Supervisors. They will appoint a member to sit on the review panel.

Q: We are a privately held company and some of the info is proprietary; can we get assurance it couldn't be viewed under a public records request? Also some of the requested information is personal.

A: Please mark proprietary information. We redact private information when requests are made. We will revise the form and not require some of the personal information.

Q: What would you want in an interview?

A: With the revised RFP, we will want to ensure that the minimum qualifications are met. We like to hear a brief presentation on marketing, products, customer service, etc.

Q: Can we get more time to turn in proposals?

A: The date has been extended to October 22, 2008. Please see the revised schedule posted on the website.

Q: Will you have a Call Board for other car companies?

A: This may happen in the future if it's determined there is additional need. If so, it would be in the main building, not at luggage claim. Companies on the Call Board would have to have permits and would pay percentage rent.

Q: Will you allow the FBOs to have rental car operations?

A: Not on site, but they can have off-site operations that deliver requested vehicles to their customers. The County is considering a policy that would require any of the off-site operators to have permits.

Q: Can we do car washing? Is there an oil water separator and is sewer connection available?

A: There is currently no car washing allowed and there will not be under the new agreement. There will be no access to sewer. Currently, they do only small cleaning with a spray bottle and rags. This will still be allowed. Large jobs will continue to go to off-site car wash facilities.

Q: Will you allow dual branding?

A: The County has not decided how to address this but based on comments we've received, most companies feel dual branding would give one operator an unfair advantage. The revised RFP will address this.

Q: How will space be allocated between the two available spaces?

A: Highest bidder gets first choice for both office area and prep area. In case of a tie, we'll flip a coin for first choice and alternate selection between Rental Car Concessions Area and Rental Car Prep Area.

Q: What happens if United Express folds up their tent? Would you waive the minimum if United Express leaves?

A: This will be addressed in the revised RFP.

Q: What is current rental car revenue?

A: If you didn't have an opportunity to pick up a handout from the table, please note that the handout states that Avis' revenue is \$1,183,427 for 2007, \$1,028,527 for 2006, and roughly \$1,063,610 for 2005.

Q: What is Enterprise's revenue?

A: The lease is structured differently from Avis' because it was originally an FBO sublease that did not contain reporting requirements that were attorned to the County in September 2006 when we bought out the Master Lease and allowed Enterprise to continue under the same terms as their sub-sublease agreement during County's transition to the new terminal building. Revenues received from Enterprise include a base monthly rent of Five Hundred Twenty-Five Dollars (\$525); a monthly utilities charge of Four Hundred Ten Dollars (\$410); and Twelve Percent (12%) of the gross income generated directly from the airport facility only, excluding sales generated directly from Western Flight, for which Permittee shall pay only 3% of the gross income. Total percentage rent paid between September 2006 and July 2008 is \$9,902.39.

Q: How can we bid if all you're giving us is a draft lease?

A: You will have a document you can submit a proposal on. Most language, such as indemnification is County standard and will not change, however it is the County's practice to work with businesses. Small non-material changes that make the lease clearer or fit your business practices better will be considered if they cause no problem for the County. Please list any such changes on the form provided. Non-material changes that are agreed to with one party will be offered to the other party to maintain a level field, but they will have the option of accepting it or not. As such, there may be small differences between the two leases.

Q: Can we get a better definition of Gross Revenue?

A: We took that from other leases at other airports. Please submit suggestions for changes and they will be considered for the revision.

Q: Fuel is a service, we don't make money on that, would you take that out?

A: We took that from other leases at other airports. Please submit suggestions for changes and they will be considered for the revision

Q: The Lease Economic Term Form shows a minimum percentage, will that be changed?

A: The County has reviewed comments from companies at the pre-proposal conference and received by email. We are revising the RFP, including the Economic Term Form.

QUESTIONS & ANSWERS PRIOR TO PRE-PROPOSAL CONFERENCE

Q: What is the correct Non-Refundable Proposal Fee for this RFP?

A: The correct amount is \$500.00

Q: What forms of payment are acceptable for the Non-Refundable Proposal Fee for this RFP?

A: Payment of the proposal fee must be in the form of a check, cashier's check, or money order only. County cannot accept cash, credit cards, or bid bonds as payment of this fee.

Q: As part of the submittal package, will the County accept alternative forms to be submitted in lieu of the "Disadvantaged Business Enterprises Participation Form" provided on pages 30-34 of the RFP?

A: Yes. County will accept alternate evidence of Proposer's willingness to satisfy the DBE requirement. At a minimum, County asks that Proposers include a signed statement, on company letterhead, verifying that Proposer shall make a good faith effort to promote DBE participation in the rental car concession by using the services of Small Business Enterprises (SBE), Women Business Enterprises (WBE), and certified DBEs whenever practicable. Participation by DBEs may include documented vendors, suppliers and service providers.

Q: Can Proposer submit a Minimum Annual Guarantee bid, split into twelve equal monthly payments, rather than proposing a Minimum Monthly Guarantee as called for by the RFP?

A: This will be addressed in the revised RFP but the County will allow more flexibility here. Such a distinction in how the bid is being structured should be clearly set forth in the proposal.

Q: Will County accept proposals which do not include the information regarding proposed pricing?

A: As set forth in the RFP, one required element of the narrative proposal is the inclusion of "information regarding proposed pricing." This information need not be specific if your company deems such information to be confidential. If specific pricing data is not provided, however, the proposal should at least address pricing in a general sense (for example: is pricing competitive, are pricing levels determined on a local or national level, how often is pricing reviewed, etc.)

Q: What if Proposer has suggested changes to the lease language, terms, or definitions (including the definition of Gross Revenues)?

A: Please submit any suggested or requested changes to the lease document as a part of your proposal. This information may be attached to the form entitled "Acknowledgment of Review and Acceptance of Lease Terms" provided on page 35 of the RFP.

Q: Is the entire space ADA compliant?

A: Yes. The County has been advised that, as it is intended to be furnished, the space meets all ADA requirements.

Q: Is there a 5' turning radius within the space and into the "behind the counter area"?

A: The turning radius provided within the space is as shown on Attachment A3 to the RFP.

Q: Why is there a wall separating the rental car counters and baggage claim?

A: Because the baggage claim area, while covered, is outdoors. The wall between the areas allows for the rental car counter area to be secured when necessary.

Q: Where is the customer car parking in relation to the Terminal/Counter?

A: The distance between the customer car parking and the Terminal/Counter area is approximately 870 feet.

Q: Will County declare incumbents exempt from completing Proposer's Questionnaire and, if required to be completed, must sections for "Residence Address", "How Long", "Date of Birth", "Place of Birth", "Spouse's Name", and "Spouse's Date and Place of Birth" be completed?

A: County requires all Proposers to submit complete responses to the RFP. No exemptions will be granted to those incumbents who currently operate from the airport. Specific questions listed on the Proposer's Questionnaire should be answered, if applicable.

Q: Please identify all space (i.e., ready/return stalls, etc.) that will be made available as part of this bid.

A: All space to be provided to rental car concessionaires is as shown in Attachments A & B to this RFP.

Q: Will County grant an abatement of rent in the event of a reduction in the number of deplaning passengers?

A: Such requests for modification to the rent structure set forth in the RFP should be included in the Proposer's bid and will be considered by County as part of the overall proposal.

Q: May Proposer refer to additional documents on the proposal forms in order to have sufficient space for the required information and may Proposer refer to other forms in the RFP if the information is provided elsewhere?

A: Yes. Proposer may refer to additional provided documents if additional space is necessary or to other forms contained in the RFP if information has been provided elsewhere in the response.

Q: Please confirm that only one (1) original set (and no additional copies) of the proposal documents are required as the final submission package.

A: County requires that only one (1) original set (and no additional copies) of the proposal documents be submitted.

Q: Please clarify which financial statements are required?

A: At a minimum, County requires that Proposer submit a current or latest year end Balance Sheet and Annual Income Statement.

Q: Please clarify the meaning of the following reference: "(see p. 10 Evaluation Criteria)" on page 5, in the section immediately above "Introduction".

A: This should reference p.12 Evaluation Criteria, where conference participation may be awarded extra points in the evaluation of proposals submitted.

Q: Can Proposers specifically identify brands directly on the Proposal Form?

A: Proposers may identify brand affiliation in the narrative section of their submittal and/or in the white space of the proposal forms, as desired.

Q: In the Rental Car Concession Performance Standards, Section 8(b), please confirm that this section shall not prevent a successful Proposer from performing any actions normally associated with vehicle care and maintenance.

A: Section 8 LIQUID WASTES, sub-section (b) Prohibitions, states that, “The discharge of any toxic or waste material onto the ground, into any drainage channel, or the discharge of any toxic material into any on site leaching system shall be prohibited.” This prohibition will not be waived for any reason, even if it prevents a successful Proposer from performing any actions normally associated with vehicle care and maintenance on the Premises.

Q: Will County provide written consent allowing Proposer to fulfill some or all of the insurance requirements contained in the lease under a plan of self-insurance?

A: This consent is granted by County on a case-by-case basis only after evidence of the self-insurance coverage is provided by Lessee/Proposer and reviewed and accepted by County’s Risk Management section. Proposer may submit a request for such consent in their proposal and should indicate whether granting of such consent is necessary for the bid to be considered.